

**Commonwealth of Virginia Emergency Operations Plan
Emergency Support Function #4**

**Emergency Support Function – No. 4
FIREFIGHTING**

Primary Agency:

Virginia Department of Fire Programs
Virginia Department of Forestry

VERT ESF Branch:

Emergency Services Branch

Support Agency:

- Department of Conservation and Recreation
- Department of Emergency Management
- Department of Environmental Quality
- Department of Military Affairs
- Department of State Police
- Department of Housing and Community Development – State Fire Marshal’s Office

Purpose

Emergency Support Function (ESF) #4 – Firefighting enables the detection and suppression of wildland, rural, and urban fires resulting from, or occurring coincidentally with, an incident.

Scope

ESF #4 manages and coordinates firefighting activities, including the detection and suppression of fires on state lands, and provides resource support to rural and urban firefighting operations.

Policies

- ESF-4 addresses three priorities: (1) Life Safety (for the public and response personnel); (2) Incident Stabilization; and (3) Property conservation consistent with the tenets of the Incident Command System (ICS) outlined by the National Incident Management System (NIMS).
- Coordination with, and support of, local fire suppression organizations is accomplished through the State Forester and Executive Director of the Department of Fire Programs, in

cooperation with the Virginia Fire Chiefs Association (VFCA), State Fire Marshal and the Virginia Department of Emergency Management.

Mission

The mission of ESF #4 is to provide assistance to local governments in preventing and controlling large urban fires and rural wildfires, to coordinate mutual aid among fire/EMS departments as needed, and to assist with VEOC operations as appropriate.

Organization

The Department of Fire Programs (VDFP) is responsible for the Urban Fire Service. The Virginia Department of Forestry (VDOF) is responsible for the Rural Fire Service.

Concept of Operations

- A. The Urban Fire Service will be responsible for all structural fires occurring in urban, suburban, and rural areas. In fulfilling this responsibility, it is assumed that situations will arise

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where some natural-cover fire fighting will be necessary to supplement the operation of the Rural Fire Service. The Urban Fire Service representative will support and coordinate resources from other localities or locations in controlling structural fires beyond the capabilities of any locality including implementation of existing neighbor-to-neighbor mutual agreements. (Note: VDFP does not have statutory authority to direct the resources of any locality or chartered fire department in the Commonwealth).

- B. The VDOF will be responsible for all natural cover fires occurring in forest and grasslands in rural areas. In fulfilling this responsibility, it is assumed that some structural fire fighting resources will be necessary in rural areas as a supplement to the operations of the Rural Fire Service. The Rural Fire Service representative will direct activities in controlling natural-cover fires.
- C. Since it is inevitable that these services will overlap at the operational level in rural areas and in the Wildland/Urban Interface Zones in the Commonwealth, it is imperative that cooperation and understanding exist between all operational levels. As a minimum step to accomplish this, the Urban and Rural Fire Service Chiefs in coordination with the VFCA shall maintain lists of key personnel, to include points of contact through local fire service organizations.
- D. At the regional and division level, the chief of each organization will name a liaison representative to the other organization and establish a positive working relationship between organizations.
- E. The Urban Fire Service will be coordinated at the state level by the Executive Director, Department of Fire Programs who shall be designated as Chief, Urban Fire Service. The Rural Fire Service will be directed at the state level by the State Forester who shall be designated as Chief, Rural Fire Service. The Chiefs of the Urban and Rural Fire Services shall cooperate with and assist each other to effectively discharge their respective responsibilities. Disagreements which may arise between the two services will be referred to the State Coordinator, Virginia Department of Emergency Management who will mediate for an equitable resolution.
- F. The Department of Fire Programs (VDFP) and the Department of Forestry (VDOF), based on their knowledge of local government and ongoing working relationships with local emergency services, will jointly coordinate the acquisition of personnel resources to assist the Local Liaison function in the VEOC as needed.
- G. The Virginia Department of Forestry (VDOF) participates in the national wildland fire response system and uses national training and performance standards consistent with key management principles of the NIMS for incident management. VDOF personnel will assist the VEOC Operations Section and Planning Section as needed. The VDOF will also provide GIS specialists and FEMA FAST response team members as necessary.

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Urban Fire Response

Mission

To assist local governments in preventing, controlling, and suppressing a major fire involving structures which has the potential to overwhelm locally-available firefighting resources.

Organization

The Department of Fire Programs (VDFP), in coordination with the Virginia Fire Chiefs Association (VFCA), is responsible for the Urban Fire Service, which consists of all political jurisdictions and their established fire departments. Seven regional response zones (Divisions) have been established to facilitate mutual aid, training, operational coordination, and program management support. Assistance is provided by the State Fire Marshal's Office, Department of Housing and Community Development for fire prevention and fire protection systems code enforcement and emergency resource support.

available capabilities, the affected local government(s) may request state support through the VEOC. The VEOC will coordinate immediately with the Department of Fire Programs to provide additional assistance as needed. The VDFP will coordinate with appropriate representatives of the VFCA to identify and request appropriate locally-based resources to support any request for additional assistance.

- C. The Department of Fire Programs in cooperation with the VFCA shall maintain, for ready reference, an up-to-date statewide inventory of firefighting resources, most of which are owned and operated by local fire departments. Added expertise may also be needed to assist with the management of a large firefighting operation. The Department of Fire Programs shall be prepared to provide such assistance, through the provision of ICS-trained firefighters, fire service technical specialists, and other tactical resources from in-state or with resources obtained from external sources.

Concept of Operations

- A. Local governments or volunteer fire departments chartered by the locality typically provide firefighting equipment, personnel resources, and technical expertise to prevent, control, and suppress structural fires within their jurisdiction.
- B. Should outside assistance be required, it is normally obtained through the implementation of mutual aid agreements with neighboring jurisdictions. Then, should a fire situation still exceed all locally-
- D. The Executive Director of the Department of Fire Programs is the Chief of the Urban Fire Service. He will designate a Division Chief for each one of seven regional offices.
- E. For each of the seven Urban Fire Service divisions, The Division Chief shall also serve as the Regional Fire Service Disaster Coordinator or Division Mobile Incident Support Team Coordinator. A Disaster Response Plan will be developed and maintained to integrate regional/division operations within the state disaster response

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system. The Regional/Division Disaster Response Plan will usually incorporate statewide mutual aid. Each regional plan will:

1. Identify the region's qualified (credentialed) personnel who may compose a Mobile Incident Support Team and set forth procedures for its deployment.
 2. Provide for an on-going inventory of equipment, vehicles, and personnel maintained jointly by the VFCA and VDFP.
 3. Establish a regional (or statewide) communications net based on the principles of interoperability and integrated communications promulgated in the NIMS.
- F. Local firefighting capabilities should be maintained in accordance with established standards such as those enumerated in the NIMS.
- G. The Urban Fire Service has adopted, trains consistently using NIMS protocols and utilizes the NIMS model ICS for a regional or statewide disaster response.
- H. The chief fire officer or appointed Fire Official of each political jurisdiction should develop and maintain plans and procedures providing for:
1. Staff notification and reporting.
 2. Communications.
 3. Inventories of facilities and equipment.
 4. Hazardous materials incident response.
5. Active participation in the local EOP maintenance process.
 6. Lines of succession of key positions.
- I. Firefighting units operating in their normal territory will continue their normal internal command relationship. Command relationships and control in operations under mutual aid agreements are in accordance with the terms of such agreements and should reflect expectations delineated in the NIMS and the National Response Plan (NRP). Where there are no mutual aid agreements, all firefighting units and organizations responding from other jurisdictions to support tactical operations should report to the operational Incident Commander for assignment. During firefighting operations, the Incident Commander shall direct all outside units through their officers. The Incident Commander should regularly apprise the appropriate local officials, including the local Coordinator of Emergency Management of all resources committed to operational assignments, including use of external and mutual aid resources.
- J. Individuals and families should learn and apply the basic rules of fire prevention to be prepared to fight and extinguish small fires in the absence of organized fire fighting units. They should also acquire appropriate first aid, fire detection and alarm equipment, and fire suppression resources and be familiar with their use prior to any emergency situation.
- K. The management of businesses, institutions, and industries share a responsibility for self-protection against fires and hazardous incidents consistent with the NIMS and the NRP. This includes provision and maintenance of fire fighting equipment and the training

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of personnel and employees in fire detection and suppression activities appropriate for the occupancy, locality and other relevant circumstances.

- L. Appropriate agencies of political subdivisions such as the water department, building officials, fire official, planning department, and public schools should assist in developing and carrying out those portions of the local fire defense plan relative to emergency water supply, fire resistant construction, firebreaks between buildings, installation of automatic fire protective equipment, fire prevention, home fire protection, and education.
- M. On a routine basis, the Department of Fire Programs in coordination with the Department of Forestry, State Fire Marshal, Department of Emergency Management and other state resources provides training, guidance and assistance to citizens, the private/business sector and local governments in the promulgation and maintenance of appropriate fire protection programs and systems.
- N. The Department of Fire Programs will maintain and coordinate a cadre of personnel resources from across the Commonwealth, trained in advanced elements of the ICS. These personnel, subject to their individual availability during major emergencies or disasters, may be mobilized and deployed as a Mobile Incident Support Team (MIST) or teams to provide immediate, short-term assistance upon request of local emergency response managers in localities that have suffered major disruptive effects of an event. This would include situations in which there is substantial interruption of public safety services and lack of trained and qualified personnel to ensure on-going public safety or emergency response

management. The MIST may be requested to provide personnel to staff or assist most or all of the functional command and general staff assignments consistent with the ICS. The MIST would be deployed for a brief period until local officials can assess damage, ascertain local personnel and resource status and determine incident management objectives and strategies, or until a larger contingent of response management resources (i.e.—an IMT from the VDOF or other resource) can be mobilized or deployed to the impacted area. The MIST may be deployed in conjunction with a tactical task force or separately as indicated by the affected locality. (The MIST is not intended or authorized to supplant or assume local command, but to provide resource support in the reconstituting of local command and management for the event.) VDFP, in conjunction with the VFCA, VDOF and other emergency management agencies, will develop and maintain SOPs relative to the organization, assignment, membership, and maintenance of MIST capabilities.

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REFERENCE

Code of Virginia, Title 27, Chapter 1, Sections 27-5.2, 27-5.4 and Chapter 5, Sections 27-54.1 through 27.54.4.—ALL SECTIONS REFERENCED HERE HAVE BEEN REPEALED.

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Action Checklist – URBAN FIRE SERVICE (UFS)

1. Routine Operations

- a. Local fire/rescue organizations operate according to standard operating procedures.
- b. Routine Mutual aid is exchanged as needed, with or without official agreements.
- c. VDFP provides training, program guidance, and fire information services.

2. Increased Readiness

A natural or man-made disaster is threatening some part of the state.

- a. Communications Watch Level
 - 1) The VDFP VEOC Primary contact is notified and, in turn, contacts the appropriate Division Chief(s) and Mobile Incident Support Team Coordinator(s)). The Division Chief(s) will establish contact/liaison with the area VFCA POC who may see that local fire department chiefs are alerted. A preliminary availability survey of qualified personnel may be conducted.
 - 2) Review plans and procedures as needed.
- b. Initial Alert Level
 - 1) Identify available MIST team personnel and update procedures as needed.
 - 2) The State Urban Fire Services Disaster Coordinator for this event is designated by VDFP.
- c. Advanced Alert Level
 - 1) The State Urban Fire Services Disaster Coordinator reports to the VEOC. Liaison is established with MIST Coordinators. Situation reports are requested daily or as needed.
 - 2) Each Division puts its available Mobile Incident Support Team members on standby status. Current ICS 201 data is reviewed and Expedient training is provided as needed.
 - 3) Implement record keeping of all expenses incurred due to this event.

3. Response Operations

- a. Mobilization Phase

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

 - 1) Assist the VEOC with special requests, as appropriate, to include the pre-deployment of task forces or MIST teams if needed.
 - 2) Provide a situation report of UFS activities to the VEOC as requested.
- b. Emergency Phase

Disaster strikes. An emergency response is required to save lives and protect property. Deploy task forces or MIST teams as needed.

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c. **Emergency Relief Phase**

Assistance is provided to affected individuals and organizations. Stop-gap measures (such as tent cities and potable water trucks) are implemented in order to provide essential services. Preliminary damage assessment surveys are conducted. This phase ends when the locality is no longer in an official state of emergency.

- 1) Continue to deploy and coordinate task forces or MIST teams as needed to supplement existing mutual aid agreements or other operational resources in the impacted area.
- 2) Maintain local/regional/VEOC liaison. Submit situation reports twice daily or more often as needed.

4. **Recovery Operations**

Essential facilities and services are restored. Displaced persons return to their homes. Federal disaster assistance programs are implemented. "Normal" conditions are restored. Severely damaged structures are rebuilt or demolished and replaced. The damaged parts of the transportation, water, and communications and public safety infrastructure are restored. The economy is restored. The duration of this period may extend for two years or more, depending upon the severity of the disaster.

- a. Facilitate mutual aid reimbursements. Provide for related documentation.
- b. Update plans and procedures based on lessons learned.

Section 2 – Forest Fire Response

Mission

The Virginia Department of Forestry is responsible for the suppression of forest fires in the Commonwealth. Through VDOF's ESF-4 role the agency will cooperate with local governments in preventing, controlling, and suppressing a major fire which primarily affects forests, farmland, and other rural areas and which has the potential to overwhelm locally available firefighting resources.

Organization

The Department of Forestry is the proponent agency primarily responsible, and the State Forester is the Chief of the state's Rural Fire Service. The in-state federal resources of the U. S. Forest Service, the U. S. Fish and Wildlife Service, and the National Park Service are included. Under the direction of the Department of Forestry assistance is also provided by other state agencies and cooperating volunteer fire departments in rural areas.

Concept of Operations

A. This plan has been prepared by the Department of Forestry (VDOF) according to authority of Title 10.1-105, of the Code of Virginia and is consistent with relevant plans and programs of the Federal and State governments. It is issued under the authority of and in accordance with the provisions of the Commonwealth of Virginia Emergency Services and Disaster Law of 1973, as amended.

B. This plan:

1. Defines the role of local, state, and federal governments prior to,

during, and after a forest fire emergency striking the Commonwealth.

2. Provides guidance to agencies of state government and political subdivisions as to their responsibilities in coping with the effects of a forest fire emergency.
3. Provides for direction and control and for continuity of government in the event of a forest fire emergency striking the Commonwealth.
4. Provides a basis for development of detailed emergency operating procedures, training, and standard operating procedures (SOPs) to be used by agencies of state government and political subdivisions in the event of a forest fire emergency striking the Commonwealth.
5. Provides for the integration of the total resources of government and the private sector and assigns responsibilities to elements of government, quasi-government, and private entities during a forest fire emergency.
6. Sets forth state concepts and procedures which local governments, organized for rural fire control, should use to develop local plans and SOPs for emergency operations to support this plan and to make the most effective use of resources under their control in dealing with the effects of a forest fire emergency.

C. Forest fires occur routinely and are handled by local emergency response by

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the Department of Forestry, fire departments, and volunteers. The majority of the fires occur February 15 to May 15 and October 15 to December 1 each year. During periods of drought forest fires can occur any time of year. The potential for forest fire emergencies are increased in areas with heavy woody debris from severe storms, ice damage, Gypsy Moth or other insect or disease problems. Additional problems for controlling forest fires are created in the urban interface where houses are intermingled in wooded areas.

- D. Local response capabilities can be quickly overwhelmed when large fires and/or multiple fires occur. Many volunteer firefighters are unavailable during the day. VDOF, state agency and local government resources are limited. Therefore, effective response to a forest fire emergency must rely on the development of plans, programs, and procedures which will permit:
1. Rapid mobilization and effective use of cooperative suppression resources which are available through the Virginia Interagency Coordination Center (VICC) working through the National Interagency Coordination Center (NICC) as well as through Forest Fire Suppression Assistance Compacts with our states.
 2. The Virginia Interagency Coordination Center (VICC) is collocated at the VDOF's main office and provides for the efficient mobilization of cooperating federal all-risk resources on an as needed basis at both the state and national level.
- E. Pre-disaster warning time will vary; prolonged dry periods result in a predictable potential forest fire emergency. Sudden changes in weather such as dry cold fronts which bring low relative humidity and high gusty winds can result in forest fire emergencies with little warning.
- F. VDOF at the local, regional and state levels continually monitors the fire potential, on-going fire situation, and resources committed and available.
- G. VDOF personnel have extensive training and practical experience in the Incident Command System and are prepared to direct appropriate levels of resources for the given situation. The VDOF maintains regional teams of Type 3 qualified Command and General Staff personnel for localized all-risk incident management needs as well as 1 nationally qualified Type 2 All-risk Incident Management Team for state or regional deployment.
- H. The extent of the emergency will be assessed at the VDOF regional level based on the advice and recommendations of appropriate VDOF personnel. All available sources of information and assistance will be utilized in determining the scope of the problem and the forces needed to most effectively cope with the situation. Inventory of the remaining available manpower will be made through contact with local personnel, other state agencies and the Division Chief of Urban Fire Service for the affected area. Based on the information assembled, plans will be made to deploy available resources to areas of the most crucial needs.
- I. State Level
The Chief of the Rural Fire Service is the State Forester, who shall be responsible for the coordination and direction of the personnel and equipment assigned to the control of

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forest and natural cover fires. To fulfill these responsibilities, he will:

1. Establish procedures and develop plans for overall Rural Fire Service operation, using as a framework the existing organization of the Department of Forestry, the Incident Command System and incorporating mutual aid agreements.
2. Prepare Memorandum of Understanding, as appropriate, with other state and federal agencies to provide mutual assistance including those listed below.
3. Prepare plans to assure close liaison and cooperation with the Chief Urban Fire Service.
4. Designate a Chief at the regional level to carry out Rural Fire Service responsibilities.

J. Regional Level

1. The Chief of the Rural Fire Service at the regional level will be the Regional Forester of the Department of Forestry or his designated representatives. The Regional Forester of each region will be responsible to fulfill these responsibilities in an effective manner.
2. The Rural Fire Service Regions shall correspond with the areas encompassed by the existing administrative regions of the State Department of Forestry. These six regions will operate during a large-scale emergency, using as a nucleus the same personnel and equipment as in normal or routine forest fire control operations.

K. Local Level

1. The operational control of fire suppression, coordination, damage control and related matters at the local or county level is exercised by the VDOF Regional Forester in his jurisdictional area. The Chief Forest Wardens, Area Foresters and/or Forest Technicians will normally be assigned responsibility for the counties in which they are regularly employed. Their familiarity with county topography, working relationship government agencies, should contribute to effective coordination at the level of action where it is most vital.
2. The local VDOF representative will necessarily utilize all available manpower and equipment in addition to regular sources of forest fire control assistance. Priorities of life and property must be recognized and coordination and compromise must be effected.

L. Resources

The Rural Fire Service of Virginia is organized from, but not limited to, the following cooperating sources and agencies:

1. Federal
 - a. United States Forest Service.
 - b. National Park Service.
 - c. Department of Defense - Military Bases, Corps of Engineers.
 - d. U. S. Fish and Wildlife Service.
 - e. FEMA.

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2. State

- a. Virginia Department of Aviation.
- b. Virginia Department of Corrections.
- c. Colleges and Universities.
- d. Virginia Department of Fire Programs.
- e. Virginia Department of Emergency Management.
- f. Virginia Department of Forestry
- g. Virginia Department of Game and Inland Fisheries
- h. Virginia Information Technologies Agency
- i. Virginia Marine Resources Commission.
- j. Virginia Department of Military Affairs (National Guard).
- k. Virginia Department of Mines, Minerals and Energy.
- l. Virginia Division of Parks (Department of Conservation and Recreation).
- m. Virginia Department of Social Services.
- n. Virginia Department of State Police.
- o. Virginia Department of Transportation.

3. Local

- a. Local Government

- b. Cooperating Fire Departments
- c. VDOF part-time firefighters, as well as other crews and equipment operators
- d. Cooperating forest industry trained forest fire fighting crews
- e. Private contract equipment
- f. Non-government (American Red Cross, Salvation Army, etc.)
- g. Breaks Interstate Park

M. Lines of Succession

1. State Level

- a. State Forester, Virginia Department of Forestry
- b. Assistant State Forester, VDOF
- c. Chief, Fire Management, VDOF
- d. Assistant Chief, Fire Management, VDOF

2. Regional Level

Regional Forester, Virginia Department of Forestry

3. Local Level

Area Forester, Forest Technician, or other DOF designated person

N. Control

- 1. Personnel at each operating level will advise supervisors of the situation who then determine how to

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- deploy available resources to the areas of most crucial need
 - 2. Communications personnel for the Rural Fire Service will utilize the two-way radio net presently operated by the Department of Forestry.
 - 3. The Department of Forestry advises the Virginia Department of Emergency Management of the latest developments in the situation, including needs and planned actions.
- O. The state government organizational staff for emergency operations consists of personnel from the agencies listed above. On behalf of the Governor, the State Forester, or his designee, in coordination with the State Coordinator of Emergency Management, or his designee, will coordinate operations at the state level.
- 1. The State Forester will initiate Memorandum of Understandings with other agencies named above. The MOUs will include the following:
 - a. Provide resources to assist in immediate response to local emergencies.
 - b. Develop specialized response resources and crews according to capabilities including: dozer crew, chain saw crew, fireline hand crew, equipment repair, other specialized equipment, transportation, etc.
 - c. Provide training time for basic fire and specialized training as appropriate.
- 2. Short-term response for initial attack will be handled at the local level.
 - 3. Ongoing local response will be approved at the unit administrator, i.e., Regional level.
 - 4. Use of National Guard will require a declaration of emergency.
 - 5. Forest Fire Readiness levels will be used to indicate response time. Individual MOUs with between agencies will define "on call" or standby at each level. Each agency will have a readiness plan consistent with their MOU.

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Figure 1 – Fire Readiness Level

FIRE READINESS LEVEL	
Level 1 LOW	<p>Fires do not readily start. Fires that do start spread slowly with low resistance to control</p> <p>Use local resources per cooperative agreement. When required resources exceed those available from local DOF, resources from cooperating agencies will be activated locally as needed.</p>
Level 2 MODERATE	<p>Fires can start from most accidental causes, but the number of starts is generally low. Fires burn at moderate intensities, heavy fuel concentrations will burn hot. Fires usually controlled in initial attack phase</p> <p>Use local resources per cooperative agreement. When required resources exceed those available from local DOF, resources from cooperating agencies will be activated as needed.</p>
Level 3 HIGH	<p>Fires start easily from most causes. Control of fires can become difficult if initial attack not initiated promptly, especially in heavy fuels. Most fires controlled within first burning period.</p> <p>Use local resources per cooperative agreement. When required resources exceed those available from local DOF, resources from cooperating agencies will be activated as needed. Resources will be on standby in accordance with need and Agency MOU.</p>
Level 4 VERY HIGH	<p>Fires start readily and spread quickly. Resistance to control is high, as is the potential for large fires. Fire behavior is often erratic; "blow up" potential is high.</p> <p>When required resources exceed those available from local DOF, resources from cooperating agencies will be activated as needed and selected agency resources will be placed on standby in area.</p>
Level 5 EXTREME	<p>Severe fire conditions, potential for fire disaster is high. Direct attack of fires virtually impossible, fires often escape initial attack. Fire behavior is erratic, "blow ups" may be expected. Resistance to control is high, fires not usually controlled until burning conditions subside.</p> <p>Declared emergency - When required resources exceed those available from local DOF, resources from cooperating agencies will be activated as needed and selected agency resources will be placed on standby statewide.</p>

RESPONSIBILITIES FOR A FIRE EMERGENCY

A. Federal

Federal responsibilities as outlined in MOUs with specific agencies including USFS, NPS, Department of Defense, and U. S. Fish and Wildlife.

B. Other states

Agreements are outlined in the Mid-Atlantic Forest Fire Compact and the Southeast Forest Fire Compact.

C. State

1. Common Responsibilities

All state agencies and local governments have common responsibilities, to include:

- a. Each state agency and local government must designate a coordinator who can handle emergency planning and operational issues. The degree of a state agency's involvement in daily emergency management activities realistically varies. An established coordinator can aid an agency in adapting to changing levels of activity. A coordinator provides continuity of effort, determines staff training needs related to emergency duties and operations, prepares agency damage assessment reports, and facilitates an agency's integration into the operations of the Incident Command System operations.
- b. Disaster preparedness training.

- c. Preparation of internal emergency plans or Standard Operating Procedures (SOPs), to include:
 - 1) Provision for protection of personnel.
 - 2) Alerting and warning of personnel.
 - 3) Transmission of emergency information to the VEOC.
 - 4) The establishment of lines of succession of key emergency personnel.
- d. Conduct an annual review of assigned tasks and supporting annexes in the State Plan and submit update corrections to the Department of Emergency Management.
- e. Conduct an annual review of normal agency operations and facilities to identify opportunities for mitigating disaster effects. Suggestions and recommendation shall be submitted to the Virginia Department of Emergency Management.
- f. Immediately after implementation of this plan on a major disaster, conduct a review and critique of the plan and response actions. Submit corrections or suggested changes to VDEM for inclusion in the next plan revision.
- g. All state agencies and local governments must be prepared to integrate into the state and federal disaster response effort. To this end, each agency must

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- have sufficient pre-designated and trained personnel to work with their counterparts.
- h. If not assigned a specific task in this plan, state agencies will provide support within their respective capabilities for emergency operations.
- i. Annually provide VDOF with an inventory of specialized resources available by location as requested.
2. Specific Responsibilities Assigned to State Agencies
- a. Aviation, Department of
- Provide air transportation and support, fire detection, and reconnaissance operations when requested.
- b. Corrections, Department of
- 1) Provide manpower, to include inmates within security limitations for support of fire suppression operations.
 - 2) Provide available transportation for fire personnel.
 - 3) Provide emergency feeding support for fire fighters and/or evacuated civilians.
 - 4) Provide emergency housing in fire areas for fire fighters and/or evacuated civilians, as available.
 - 5) Assist in repair and maintenance of fire tools and equipment.
- c. High Schools, Colleges, and Universities
- 1) Provide manpower, to include trained fire crews at designated high schools, colleges and Universities. Develop fire fighting hand crews and crew leaders with training in basic fire control and safety.
- 2) Provide crew boss training for personnel who will supervise crews.
- d. Emergency Management, Department of
- 1) Operate the VEOC.
 - 2) Act as the liaison between the Department of Forestry and other state agencies.
 - 3) Emergency communications.
 - 4) Coordinate disaster response of non-governmental organizations such as the American Red Cross, Salvation Army, Virginia Council of Churches, Disaster Response Network, and the Associated General Contractors of Virginia.
 - 5) Process and transmit requests for federal disaster assistance.
 - 6) Provide additional mobile command posts to fire incidents when needed.
 - 7) Provide HAZMAT support.
- e. Fire Programs, Department of
- 1) Provide training assistance, facilities and special instructors to support VDOF training.
 - 2) Provide liaison as needed with local fire service to protect structures.
 - 3) Provide overhead support of urban fire service resources in Wildland/Urban Interface fires.

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- f. Game and Inland Fisheries. Department of
 - 1) Provide manpower to support fire suppression activities. To include law enforcement personnel for traffic control, security and fire investigation.
 - 2) Provide equipment for transportation of fire fighters. (to include 4X4 vehicles, boats, etc.).
 - 3) Develop fire fighting hand crews or chain saw crews and crew leaders with training in basic fire control, chain saw use and safety.
 - 4) Provide crew boss training for personnel who will supervise crews.
- g. Virginia Information Technologies Agency

Provide emergency communication equipment to support fire suppression operations.
- h. Marine Resources Commission
 - 1) Provide boats for transportation of fire fighters.
 - 2) Provide law enforcement personnel for traffic control, security and fire investigation.
- i. Military Affairs. Department of
 - 1) Coordination of state military forces and resources employed in emergency fire suppression operations under direction of VDOF.
 - 2) Provide military support of:
 - (a) Back-up communications.
 - (b) Ground transportation.
 - (c) Provide emergency feeding support.
 - (d) Area security and traffic control.
 - (e) Heavy equipment, such as bulldozers and water supply.
 - (f) MEDEVAC, aerial reconnaissance, aerial cargo delivery, and water buckets.
- j. Mines. Minerals and Energy, Department of
 - 1) Provide manpower to support fire suppression operations.
 - 2) Provide transportation for personnel who will supervise crews.
 - 3) Provide maps showing locations of gas or oil wells, gathering pipelines and associated facilities.
- k. Parks, Division of, Conservation and Recreation, Department of
 - 1) Provide available manpower for fire suppression operations. Develop firefighting hand crews, dozer crews or chain saw crews and crew leaders with training in basic fire control, chain saw use and safety.
 - 2) Provide crew boss training for personnel who will supervise crews.
 - 3) Provide law enforcement officers for traffic control and security measures.

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- 4) Provide available equipment to support suppression operations.
 - 5) Provide emergency housing for fire fighters and/or civilians evacuated from fire area.
 - 6) Provide emergency feeding support where available for fire fighters and/or evacuated civilians
 - 7) Assist in repair and maintenance of fire tools and equipment.
- l. Social Services, Department of

Provide feeding and/or housing for evacuated civilians.
 - m. State Police, Department of
 - 1) Evacuation in coordination with VDOF, local governing officials and law enforcement personnel.
 - 2) Provide back-up field communications and emergency radio repair.
 - 3) Provide command post support.
 - 4) Assist local law enforcement agencies in providing security, traffic control, and law enforcement at evacuation centers and fire areas.
 - 5) Provide rotor and fixed wing aircraft for fire suppression and reconnaissance operations and transportation of fire personnel.
 - 6) Assist in the investigation of fires.
 - n. Transportation, Department of
 - 1) Provide manpower to operate heavy equipment in fire suppression operations.
- Develop firefighting hand crews, dozer crews, and chain saw crews and crew leaders with training in basic fire control, chain saw use and safety.
 - 2) Provide crew boss training for personnel who will supervise crews.
 - 3) Provide equipment; such as chain saws, bulldozers and water tankers.
 - 4) Provide ground transportation for fire personnel.
 - 5) Provide back-up field communications.
 - 6) Provide mechanics for repair and support of fire equipment.
 - 7) Provide fuel to support fire operations.
3. Local Government
 - a. Local governments will carry out the provisions of this annex and prepare and maintain supporting plans and SOPs to support this annex.
 - b. Provide available equipment, dozers, water supply, etc. to support suppression operations.
 - c. Provide available manpower for fire suppression operations. To include enforcement officers for traffic control and security measures.
 - d. Buses for transporting fire crews.
 - e. Local Emergency Management Coordinator to

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assist with evacuation, food and lodging.

4. Non-Government

- a. American Red Cross, Salvation Army, Fire Dept. Auxiliary, etc. Assist with sheltering and feeding of emergency personnel and evacuees.
- b. Fire Departments
 - 1) Provide protection for structures threatened by forest fires.
 - 2) Provide manpower and equipment for forest fire suppression operations.
 - 3) Provide command personnel for unified command or liaison with VDOF.
- c. Cooperating Industrial Crews and Private Contractors
 - 1) Provide personnel, crew leaders, and specialized equipment as available. Develop fire fighting hand crews, dozer crews and chain saw crews and crew leaders with training in basic fire control, chain saw use and safety.
 - 2) Provide crew boss training for personnel who will supervise crews.

D. Execution

This plan is effective for training, pre-emergency preparedness or execution upon receipt. Support to the VDOF will be accomplished through established

procedures when a forest fire emergency exists. It is executed when:

1. Local fire occurrence requires resources for suppression in excess of resources immediately available from VDOF.
 2. A forest fire emergency strikes the Commonwealth or may imminently do so.
 3. A notification is made by the State Forester.
 4. A state of emergency is declared by the Governor.
- E. The Chief of Fire Management is responsible for maintaining and updating this plan. Recommendations for changes or improvements are encouraged from all personnel and cooperators. The Emergency Management Coordinator of each supporting agency will familiarize themselves and their personnel with the VDOF plan and their agency SOPs for carrying out assigned tasks and functions.
- F. Training and Exercises
1. Virginia Department of Forestry provides periodic training programs to cooperating agencies and organizations. Trained personnel are essential for coordination of resources to successfully and safely control forest fires. Specialized crews (dozer, chain saw, engine, etc.) and specialized positions (incident command, logistics, plans, etc.) are needed to coordinate and control action. Personnel involved in forest fire control need to be trained in basic fire control and safety and have specialized training specific to their role.

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2. The VDOF will provide training specific to each agency or organization as appropriate to the specific role. Basic fire control and safety should be provided annually. VDOF will maintain a listing of available resources and training to determine the appropriate role for assigned resources. Each agency is responsible for the allotment of training time for personnel.
3. VDOF will determine statewide training needs and plan appropriate training programs for each cooperating agency or organization. The training success and needs will be evaluated through reports, inspections, tests, exercises, and ongoing effectiveness on forest fires. State agencies will sponsor pertinent technical, skill or other appropriate training in cooperation with VDOF. Appropriate staff personnel will be provided initial and refresher training.

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